

**PREVENTION, RETENTION AND CONTINGENCY
HARRISON COUNTY PLAN
REVISED EFFECTIVE - March 11, 2016**

A Prevention, Retention and Contingency (PRC) service is not ongoing OHIO WORKS FIRST, (TANF) assistance. Prevention, Retention and Contingency services are:

- Services that have no direct monetary value to an individual family and that do not involve implicit or explicit income support, or
- One-time, short-term assistance which is limited to the amount actually required to meet the presenting need, up to **\$1,000.00** per 12 consecutive month period of eligibility. Further, PRC Funds will be utilized by the Harrison County Department of Job and Family Services (CDJFS) to provide expanded services for families that address the following priorities:
 - Assist OWF Families that are at a risk from hitting the time limits;
 - Design services for dependent families who will hit the time limits;
 - Provide services that meet the needs of low income employed families;
 - Prevent economic dependency for those seeking employment;
 - Provide services to non-custodial parents to help them meet their obligations as parents and CONTINUE to pay child support;
 - Prevent out of wedlock births;
 - Provide services to vulnerable children and their families; and
 - Promote the formation of two parent families.
 -

See Appendix A for the scope of TANF covered benefits/ services provided under this PRC Plan.

Payments can be made during this period as long as they are one time, distinctive, non-ongoing occurrences and do not exceed **\$1,000** for the Prevention, Retention and Contingency AG over the 12 month period. A Prevention, Retention and Contingency Assistance Group (PRC AG) is:

1. All individuals in the household (AG) who will derive a benefit from the authorized PRC payment.
2. The PRC AG must include one of the following:
 - group of individuals containing at least one minor child; minor child is one who has not reached age 18 or has not reached the age of 19 and is a full time student in a secondary school
 - Non-custodial parent (non-custodial parent & their child/children must be living in Harrison Co.) is cooperating with Child Support and paying their child support obligation on a regular basis (payments made during at least 3 months out of the last 6 months prior to application). The requested service must be a work related service. The PRC-AG will consist of the non-custodial parent, only for FPL eligibility
 - Must be a Harrison County Resident at time of PRC application.
 - All members of the PRC AG must be a citizen of the United States or a qualified alien.

(The PRC AG is a unit of persons that will benefit from the assistance for the purpose of determining eligibility for the Prevention, Retention and Contingency Program.)

ELIGIBILITY AND APPLICATION

Eligibility for PRC is dependent upon the PRC AG'S demonstration and verification of the need for financial assistance and/or services, and whether the county determines that provision of PRC will satisfy the need. In order for the PRC AG to be found eligible, the PRC AG's income must be at or below **200 %** of the Federal Poverty Guidelines (FPG) in effect at the time of application unless otherwise stated in the service description. PRC AG must cooperate in establishing eligibility by providing all verifications as requested. PRC assistance is only available to members who haven't received PRC assistance above the monetary cap during the previous 12 consecutive months.

The CDJFS is responsible for using objective criteria when determining eligibility and approving or denying the application within 30 (Revised 7-13-09) business days after completion of the application process in a fair and equitable manner, which includes verification of information. Eligibility will be carefully evaluated on a case by case basis. Immediate needs and whether or not the PRC program can be of benefit will be determined by the County Department of Job and Family Services (CDJFS). Under this program, an assistance group that includes at least one minor child, or a non-custodial parent, as defined above, may receive customized assistance, goods or services, as determined by the County Department of Job and Family Services.

This program is designed to help people overcome immediate barriers to achieving or maintaining self-sufficiency and personal responsibility, thereby preventing the need for ongoing public assistance. However, the fact that an ongoing Medicaid, OWF, or DA assistance group is active is not a determining factor in the consideration of eligibility for the PRC program. In addition, the CDJFS must inform individuals about other programs (i.e., MEDICAID AND FOOD STAMPS) that are available and hearing rights that are applicable.

A household budget **MAY** be required to be completed, for the previous month, by the PRC AG, for each PRC application to identify financial/budgeting problems, evaluate immediate needs and the AG's ability to maintain self-sufficiency and personal responsibility. If the budget shows the PRC assistance will not help maintain self-sufficiency, or they fail to present requested budget, service may be denied. Budgets for additional months may be requested if it appears the AG has not been meeting their monthly expenses. For each family applying for PRC, a FAMILY CONTINGENCY PLAN may be developed to assist families to become self-sufficient and maintain self-sufficiency through the family's development of a plan to prevent repeat occurrences.

All applicants approved PRC must comply with any required referral to any contracted service(s) through this agency. Any non-cooperation with the above service referrals, may cause ineligibility for future PRC assistance.

PRC assistance will be authorized with the expectation that the PRC AG will then be able to function without additional agency help. Services are provided to an assistance group to PREVENT them from reliance on and divert them from ongoing cash assistance and guide them to self-sufficiency by helping them through the presenting crisis. Services are also provided to a PRC AG to help members retain employment and thereby, to achieve or continue self-sufficiency. In addition, services are provided to a PRC AG to meet a presenting or CONTINGENT need which, if not satisfied, threatens the safety, health, or well-being of one or more PRC AG member(s).

Former Family Emergency Assistance (FEA) program policies and benefits are replaced by the PRC program. The CDJFS shall enter the PRC AG into CRIS-E for statewide clearance and PRC authorization.

All income which has been received by any member of the PRC AG during the 30 day budget period is considered when determining financial need. The 30 day period begins 30 days prior to the date of application and ends on the application date. The income received during this period is used in the computation of financial eligibility. This includes all income which is normally exempt or disregarded when determining eligibility for OHIO WORKS FIRST or DISABILITY ASSISTANCE. (Does not include income of minor (under 18) children, if attending school) (10-1-09)

The total gross income, both earned and unearned, of all the PRC AG members, must be counted. There are no deductions or exclusions allowed from any type of countable income. (Does not include income of minor (under 18) children, if attending school)

A written or employer's verbal verification of income is required. For any verification which is obtained by phone, there must be clear documentation in the PRC AG record concerning the name and position of the supplier of the information, the date the verification was obtained, the amount of the verified income, and the name of the individual who obtained the verification.

The gross amount of the PRC AG's countable income totaled and compared to the amount which is **200 %** of the Federal Poverty Guidelines amount for the PRC AG size. If the total PRC AG income is equal to or less than **200 %** of the FPG amount for the applicable PRC AG size, the PRC AG meets the income requirement.

Applicants who are **INELIGIBLE** include:

- Fugitive felons and adult probation and parole violators;
- Individuals with any outstanding OWF, child care, and/or PRC fraud overpayment balance;
- Assistance groups who have an outstanding overpayment resulting from an administrative error or an inadvertent household error (regardless of the originating county in Ohio), until a repayment agreement is signed by the party responsible for reimbursement. If payments are not maintained, any subsequent PRC requests will be denied until overpayment is paid in full. The overpayment may be ADC, OWF, PRC, Food Stamps, Medicaid or child care.
- Any household that contains an adult that has a pre-existing overpayment with any ODJFS program, including OWF, food stamps, Medicaid, DA, PRC or child care, will not be eligible for PRC until a payment plan is in place. If payments are not maintained (missed 3 or more consecutive monthly payments) the PRC application will be denied.
- AG's found to have committed IPV in the Food Stamp Program are ineligible until the penalty period is served. After penalty is served, must enter into repayment agreement as stated above.

AG's found to have committed IPV in the OWF or PRC program are ineligible until a member of the assistance group repays the cost of the fraudulent assistance. Ineligibility as a result of an IPV, begins not later than the first day of the second month following the issuance of the notice of disqualification for intentional program violation (i.e., the issuance of the JF 4062, "Notice of Disqualification for Intentional Program Violation").

- Households containing a member who has defaulted on a PRC repayment agreement. Default is defined as one payment thirty days late.
- Households containing an individual(s) who have committed fraud by either providing false information or withholding information in order to obtain PRC benefits;
- Household containing an individual (s) who have provided false information or withheld information in order to receive PRC benefits or a greater PRC benefit will be ineligible for a period of 12 consecutive months from the date of application.
- A person found to have fraudulently misrepresented residence in order to obtain assistance in two or more states is ineligible for ten years; or
- Any household that contains an illegal alien.
- Ineligible individuals for TANF programs due to deliberate non-compliance with the terms of their assistance, (under sanction or penalty of assistance) unless the requested service pertains to gaining or retaining employment. Sanction period ends when they have served their minimum sanction period.
- An unmarried, non-graduate parent under 18 not attending high school or equivalent;
- An unmarried parent under 18 not living in an adult supervised setting;
- Any household containing a member who voluntarily quit employment or was fired without good cause within ninety days prior to PRC application. Unless a determination from ODJFS office of unemployment compensation is received showing good cause existed.
- PRC funds cannot be used to pay child care services
- If not a resident of Harrison county as of date of application

The PRC AG members must complete the form PREVENTION, RETENTION AND CONTINGENCY PROGRAM (PRC) APPLICATION to request PREVENTION, RETENTION AND CONTINGENCY assistance AND have an interview conducted before assistance can be authorized. Face to Face interview will be dependent on the PRC assistance/need requested. (Revised 4-1-05, 4-30-15)

As per Section 329.051 of the Revised Code, the county agency must make a voter registration application available to persons applying for or participating in the PRC program. The voter registration form is attached to the PRC application.

EXPLORING COMMUNITY RESOURCES

Every effort must be made to explore the availability of resources within the local community prior to the PRC authorization. For the purposes of PRC, the community could be defined to include areas beyond the county's boundaries. A PRC AG is required to apply for and utilize any program, benefit, or support system which may reduce or eliminate the presenting need. County personnel determining eligibility for

PRC should be aware of community resources which may be contacted for or otherwise utilized to help meet the need. The PRC application provides a section for written documentation of the agency's attempt to locate and utilize community resources.

AMOUNT AND TYPES OF ASSISTANCE

PRC payments are limited to the amount actually required to meet the presenting need, up to **\$1,000** per 12 consecutive month period of eligibility. Any number of individual payments can be made during this period as long as they are one-time, distinctive, non-ongoing occurrences and do not exceed **\$1,000** for the PRC AG during the 12 month period.

Effective July 20, 2015 – any previous assistance through the Harrison County PRC Plan will not be considered, reviewed or have any effect on the current application. Any previous assistance (issued from another county prior to July 20, 2015) will not be considered, reviewed or have any effect on current application. Effective 7-20-15.

Examples of some of the general categories of assistance, goods, and services to be provided via PRC follow, but the list is not necessarily all-inclusive. Assistance will **NOT** be issued for any medical service.

ALL PERSONS AND THEIR INCOME IN THE RESIDENCE WILL BE CONSIDERED A UNIT FOR THE FOLLOWING SERVICES

DISASTER RELATED PROGRAMS

For Families:

In the event that a disaster or state of emergency is declared by the Governor, supplement funding for disaster-related PRC assistance and services is available through the Prevention, Retention and Contingency (PRC) program. The Harrison County Department of Job and Family Services will provide funds to affected county residents as in accordance with OWF/PRC Guidance Letter #17. In the event of back to back State-Declared disasters/emergencies, the DJFS will provide assistance under each state authorized disaster allocation separately to approved families. PRC AG's income must be at or below 200% of the Federal Poverty Guidelines in effect at the time of the application. Dependent on adequate funds to meet the immediate needs of disaster victims, PRC assistance and services may be issued up to \$1,500 per family dwelling, and will not apply to the PRC Program cap. Applicant for benefits must have a minor child, a pregnant individual, or be a specified relative with a minor child. The household must have been adversely affected by the emergency. Services include, but not limited to:

- Any services or assistance listed in the Family emergency or contingency area of the PRC plan; which includes the purchase of used/new refrigerator, depending on availability.
- Temporary housing for disaster victims including mobile homes, campers, etc.
- Utility hookup assistance such as water, electric, gas, telephone for disaster victims who have lost utility service as a result of the disaster;
- Other essential needs as determined by the Director

For Non-TANF funds for elderly and disabled individuals:

In the event that a disaster or state of emergency is declared by the Governor, supplemental

state funding for elderly and disabled individuals may become available. In the event of back to back State-Declared disasters/emergencies, the DJFS will provide assistance under each state authorized disaster allocation to approved elderly and disabled individuals. Non-TANF funds may be available to provide a one-time cash payment, up to \$750.00, dependent on adequate funding to meet the immediate needs, to the elderly (over age 55) and disabled individuals without a minor child who have been adversely affected by the emergency situation. The affected household's total available income must be at or below 200% of the Federal Poverty Guidelines.

Only one payment may be made per dwelling. If a disaster-related PRC payment has been made on behalf of a resident in the same dwelling, there is no eligibility for non-TANF assistance.

The following conditions must be met to be eligible for Non-TANF assistance:

*The individual must be age 55 or over and without minor child/children OR

*The individual must be without minor child/children and in receipt of disability benefits payments such as Supplemental Security Income (SSI), Social Security Disability, VA Disability, PERS Disability, Black Lung Disability, etc, AND

*Must be a resident of Harrison County AND

*The individual must have been adversely affected by the emergency condition AND

*The individual must be in need.

SERVICE PAYMENT PROCESS

Once eligibility for PRC is established, the Harrison County Department of Job and Family Services Director or designee will authorize and generate payment for the assistance, goods, and/or services. The CDJFS in certain instances, for certain services, may require the PRC AG to enter into a repayment agreement prior to the agency's approval. As long as payment is authorized within the appropriate period, actual payment may be made to vendors according to the procedures in place at the CDJFS. All PRC payments are made by the CDJFS to the vendor. The CDJFS will ensure that its policies meet all auditing requirements as it pertains to payment of services. The CDJFS, however, will not be responsible for any procurement processes in providing or securing PRC services.

Revised 03/11/16

BENEFIT RECOVERY

Any person applying for or in receipt of PRC funds or services who intentionally withholds information or fails to report facts and circumstances necessary for a correct determination of eligibility, with an intent to deceive, defraud or convert the funds or services other than those agreed upon, may be referred to the County Prosecutor's Office for prosecution if there is probable cause to believe the crime of fraud has been committed. Should the facts of the case not warrant prosecution, or prosecution is declined by the proper authorities, an Administrative Disqualification Hearing may be initiated. All monies received as a result of fraudulent statements or activities will be required to be repaid and a period of ineligibility for further PRC funds and services will be imposed.

NOTICE OF APPROVAL/DENIAL: If it is determined that an application for PRC is approved, the CDJFS will mail or otherwise deliver the ODHS 4074, NOTICE OF APPROVAL OR YOUR APPLICATION FOR ASSISTANCE. If it is determined that an application for PRC is denied, the CDJFS shall mail or otherwise deliver the ODHS 7334, NOTICE OF DENIAL OF YOUR APPLICATION FOR ASSISTANCE.

TANF SUMMER YOUTH EMPLOYMENT PROGRAM – Revised March 11, 2016

TANF funding is available to support a Summer Youth Employment Program for TANF eligible Harrison County youth to gain valuable skills and work experience. This program will operate from May 1, 2016 through August 31, 2016. Any extension of this program will be recognized. Funding for this program is contingent on funds received from ODJFS specifically for this program. The number of eligible participants will be determined by the number of interested employers and available funding. The TANF Summer Youth Employment Program meets the first two purposes of TANF:

- 1) to provide assistance to needy families so that the children may be cared for in their homes or the homes of relatives
- 2) To end dependence on governmental benefits by promoting job preparation, work and marriage to needy families

Assistance Group Composition:

This program shall only serve youth from an eligible family and meets one of the following criteria:

- Youth ages 16-17, as long as the youth is a minor child in a needy family and is in school
- Youth may be 18 if they are a full time student in a secondary school
- Youth ages 18-24, as long as they are in a needy family that also has a minor child; or
- Youth ages 18-24, that have a minor child and are considered needy
- Youth in the temporary or permanent custody of the Harrison County PCSA who are placed in a licensed foster care setting, that are between the ages of 16 – 17 years of age or 18 years of age if they are a full time student in a secondary school may be served.

The youth served may be non-custodial parents as long as they are considered “needy” and have a minor child.

Income:

To be eligible the PRC assistance group’s income must be at or below 200% of the Federal Poverty Guidelines. Youth currently receiving OWF, Food Assistance, or Medicaid will be considered automatically eligible. For purposes of this program, a non-assistance AG is made up of the youth requesting services plus any full or half siblings (under the age of 18) and any natural or adoptive parents of the youth. Gross income of the past 30 days must be verified. Child support payments and any Social Security income/Disability income will be disregarded. Priority for participation in this program will be given to current recipients of OWF/FA/ Medicaid.

Allowable Costs:

Allowable costs under this program include:

- Payments to employers for wages (not to exceed \$10.00 per hour)
- Other ancillary services which are offered by the employer to the youth
- Work related items, such as uniforms, tools, licenses or certificates
- Worker compensation expenses
- FICA/PERS
- Transportation costs to and from the work site (either through Rural Transit or voucher program at local gas stations)

Application Process:

The Harrison County PRC application will serve as the application for this program and eligibility will be determined by the DJFS staff. Once determined eligible for this program, the youth are considered eligible for the duration (May 1, 2016 through August 31, 2016) of the program. Any extension of this program will be recognized. The receipt of these services will not count toward the family’s eligibility limit for other PRC assistance.

Scope of Services

Employment for the TANF Summer Youth Employment Program will begin June 1, 2016 through August 31, 2016. Any extension of this program will be recognized. This is a wage subsidy program and reimbursement for wages will not exceed \$10.00 per hour. The HCDJFS and the participant will enter into a contract with the employer which establishes all parameters of the program.

Revised 3/11/2016

Ohio Works Incentive Program – effective November 1, 2013

The Harrison County DJFS, in partnership with WIA Area 16 (Belmont, Carroll, Harrison & Jefferson Counties), is participating in the Ohio Works Incentive Program. This program will assist Harrison County Ohio Works First (OWF) recipients in achieving and maintaining unsubsidized employment. This program allows for placement and retention incentives to be earned for Harrison County OWF recipients placed in on-the-job training or directly into unsubsidized employment. Additional incentive payments may be earned for the individuals retaining these positions 90/180 days as defined below. For those individuals placed in an OJT, the OJT must have ended and employment maintained for at least 90/180 days from the initial placement date.

Track	Placement or Earnings Incentive	90 Days Retention Incentive	180 Days Retention Incentive
A OWF Recipients	\$500 at initial placement in unsubsidized employment or OJT while receiving OWF	\$750 – working in unsubsidized employment for 90 consecutive days (still on OWF)	
B No longer OWF recipient due to earned income	\$750 – income from unsubsidized employment or OJT leads to individual no longer OWF eligible	\$1,000 – remains in unsubsidized employment and off OWF for 90 consecutive days	\$500 – remains in unsubsidized employment for 180 days

Program requirements:

- Individual must be an OWF recipient at the time of initial work, as verified by the Harrison County DJFS and complete the PRC application
- Payments in the 90 or 180 day retention categories cannot be achieved while participating in an OJT
- Multiple placement pay points may be achieved for the same individual for the same track and/or for individuals crossing over both tracks
- Retention means retention in unsubsidized employment but that does not necessarily mean employment with the same employer
- Placement payment requests may be made no sooner than the completion of the first week of employment
- Monitoring of employment for these individuals will be completed by the Harrison County DJFS

All eligibility rules apply as outlined in the May 14, 2013 Ohio of Family Assistance/Office of Workforce Development Letter. Receipt of Ohio Works Incentive Program earnings/incentives does not have any effect on the PRC Cap (\$300).

This program will be effective November 1, 2013 through June 30, 2016 and is dependent on the state fiscal year 2016-2017 biennial budget and available funding. Program extended to 2016.

ACKNOWLEDGMENT

The Harrison County Department of Job and Family Services agrees to implement the PREVENTION, RETENTION AND CONTINGENCY PROGRAM AS WRITTEN IN THIS PLAN.

L. Scott Blackburn, Director
Harrison County Department of Family Services

Date

PRC-One Time or Short Term Assistance	Payment Cap	Assistance Group AG	Economic Need Standard	Target Groups	TANF Purpose Number
<u>SHELTER EXPENSES</u>					
Rent/Deposit---To forestall a court ordered eviction. Must provide court order. Delinquent amount up to PRC limit or rent/deposit to relocate if AG income will be able to maintain cost.	\$1000	Families with minor children or pregnant women and all individuals living in the household.	200%	Unemployed individuals. Underemployed individuals. Families with children at risk of abuse or neglect.	1,2
<p>Utility Bills----Amount to forestall disconnect/shutoff or for re-connection of utility service. Utility bill must be in a PRC AG's name, or verify responsibility. Multiple service requests may be presented one time per 12 month eligibility period.</p> <p>Deposits allowable if required by utility company to restore service if amount is within PRC limit. No Deposit for new service or name change.</p> <p>First time request for utility assistance may be paid up to the PRC limit to restore service (s).</p> <p>A one-time payment for a defaulted PIP Plus disconnect will be approved for the AG.</p> <p>All subsequent requests, after 12 months, may be eligible for up to 50% of the amount necessary to restore service not to exceed PRC limit. All payments must be verified from the utility company before DJFS will authorize payment.</p> <p>Households are eligible for two lifetime requests for utility assistance, one per year, exceptions listed below.</p> <p>Third and all subsequent requests, exceptions include: 50% payment verified.</p> <p>Eligible if: Employment verified for past three months or AG is affected by a lay off or shut down.</p> <p>Self Employed, (verified past three months).Receiving unemployment, (verified past 6 months).</p> <p>Ineligible if: No employment verified for past three</p>	\$1000	Families with minor children or pregnant women and all individuals living in the household.	200%	Unemployed individuals. Underemployed individuals. Families with children at risk of abuse or neglect.	1,2

months. Job quit or dismissal from place of employment within past 6 months.					
Fuel Oil/Propane/Wood---Tank and fuel can be purchased within PRC limit, if applicant owns property. If applicant is not property owner, PRC can assist with fuel/propane only. Past unpaid fuel oil or propane accounts can be paid if the provider is refusing to deliver. Past bill and minimum delivery cannot exceed PRC limit. All future requests, after 12 months, may be eligible for payment, after the 50% payment is verified to the DJFS.	\$1000	Families with minor children or pregnant women and all individuals living in the household.	200%	Unemployed individuals. Underemployed individuals. Families with children at risk of abuse or neglect.	1,2
Emergency Shelter---Homeless due to fire, natural disaster or State of Emergency as declared by the Governor, or if coming from a Battered Shelter. Cost of room at Harrison County motel for 14 days, maximum. No rent or deposit for Homeless.	\$1000	Families with minor children or pregnant women and all individuals living in the household.	200%	Unemployed individuals. Underemployed individuals. Families with children at risk of abuse or neglect. Victims of Domestic Violence Homeless	1,2
Household Expenses---Assist with purchase of necessary used appliances, (stove, refrigerator), in case of fire or natural disaster. (Must verify disaster)	\$1000	Families with minor children or pregnant women and all individuals living in the household.	200%	Unemployed individuals. Underemployed individuals. Families with children at risk of abuse or neglect.	1,2
<u>TRANSPORTATION EXPENSES</u>					
Gas vouchers for new employment. Short term. Not to exceed 3 months from employment start date, unless reviewed by Director/Designee. Limit \$500 in a 12 month period. (Included in \$1000 PRC limit). Applicants must be employed, earning less than \$10.00 per hour. Harrison County gas prices are in excess of \$2.00 per gallon. Maximum: \$100 per month. Calculated using average 15 mpg at present gas rate. Applicant must provide mileage to work. Must reapply every 30 days for ongoing assistance. WEP participants that are required to complete	\$500	Families with minor children or pregnant women and all individuals living in the household.	200%	Underemployed individuals.	1,2

<p>assignments, per their OWF assessment and Self Sufficiency Plan, will need to complete a PRC Application every 90 days. Assistance can be a prior authorization for Harrison County Rural Transit or a gas voucher from a Harrison County gas station.</p> <p>Note: Transportation Expense for WEP assignment will not count toward the \$1000 PRC Yearly limit.</p>					
<u>EMPLOYMENT RETENTION SERVICES</u>					
<p>Job Support Services---Must verify current employment. Reinstatement of Fees to obtain/regain Driver's License. Payment of fines must be verified. One payment per PRC AG lifetime.</p>	\$500	Families with minor children or pregnant women and all individuals living in the household.	200%	Underemployed individuals.	1,2
<p>Job Related Expenses---Must verify current employment and requirements from employer. Once per lifetime: Tools, Safety equipment, Fingerprinting costs. More than once with good cause: uniforms, clothing, shoes, safety glasses to accept or retain employment</p>	\$1000	Families with minor children or pregnant women and all individuals living in the household.	200%	Underemployed individuals.	1,2
<u>VEHICLE EXPENSES</u>					
<p>Must verify employment. Vehicle must be in applicant/spouse's name. Spouse must live in household. Must have valid driver's license/permit and provide verification of vehicle insurance. Repairs, tires, towing included. No regular maintenance. Diagnostic charge will be paid if included in the estimate. No payment made for related repairs after original repair is completed. Tire Replacement: Three estimates must be received from reliable Harrison County Service Garages. Includes Wheel alignment. No general upkeep service will be approved (oil changes, filters, etc.). No cosmetic repair, (body damage, lights).</p>	\$1000	Families with minor children or pregnant women and all individuals living in the household.	200%	Underemployed individuals.	1,2

<p>Vehicle Repairs: Estimate from a Harrison County Garage (ASE Certified). Repairs not to exceed Kelly Blue Book value of vehicle. Vehicle must be used to obtain/retain employment. Not for job search. First request may be paid up to PRC limit. Second Request for the same or a different vehicle will be considered on a case by case basis and will be eligible for 50% of estimate. Applicant must provide proof of their 50% payment to the garage before DJFS will authorize payment. No payment made on repairs completed prior to our authorization date.</p>					
<p><u>CHILD PROTECTIVE SERVICES</u></p>					
<p>Requests from Harrison County Families that would help to preserve the family unit or to assist with reunification of the family unit will be referred to the Children Services Unit of the Harrison County DJFS. Emergency Services Assistance (ESA) & Temporary Assistance for Needy Families (TANF) funds will be explored to help alleviate a family crisis that could lead to the removal of the children from their home, or to help the children return safely to their family.</p>	<p>\$1000</p>	<p>Families with minor children or pregnant women and all individuals living in the household.</p>	<p>200%</p>	<p>Unemployed individuals. Underemployed individuals. Families with children at risk of abuse or neglect.</p>	<p>1,2</p>

<u>BACK TO SCHOOL CLOTHING PROGRAM</u>					
<p>One-Time Program to assist families to purchase clothing items for children registered in and attending pre-school through grade 12, (school year 2016-2017) Starting July 1, 2016 through October 30, 2016. Applications will be taken from July 1, 2016 through August 5, 2016. If approved, vouchers must be used by September 15, 2016 or the benefit will be voided. Lost vouchers will not be replaced. Applications received after August 5, 2016 will not be processed. Must be a Harrison County resident at the time of application. Must be a parent, custodial relative, or legal guardian of the child. Recipient or Household that receives any of the following: No verification needed. Ohio Works First Food Assistance Medicaid Program Publicly Funded Child Care Children in custody of Harrison County PCSA Income verification must be submitted with the application for the 30 days prior to the date of application, for those households not listed above. Gross income includes earned and unearned income of all adult assistance group members. Excluded income includes earnings of a minor child enrolled in a secondary school. Sanctioned households, households in default of re-payment agreements and those without re-payment agreements will be served. Each child in the home that meets eligibility requirements will be eligible for the following: Age 4 –Age 12 at the date of application, will be eligible for a voucher for \$100. Age 13 – Age 18 at the date of application, will</p>	<p>\$100 \$150</p>	<p>Families with minor children or pregnant women and all individuals living in the household.</p>	<p>200%</p>	<p>Unemployed individuals. Underemployed individuals. Families with children at risk of abuse or neglect. Children attending pre-school/school ages 4-18</p>	<p>1,2</p>

<p>be eligible for a voucher for \$150. The following items can be purchased: clothing, shoes, boots, coats, socks, undergarments, winter hats, gloves. Vouchers will be issued to K-Mart in St.Clairsville or Steubenville, OH. Note: Assistance provided during this one-time program will not count against any other PRC Program or toward the 12 month limit. Any exceptions to this policy are at the discretion of the Director.</p>					
---	--	--	--	--	--

Revised 03/11/2016